



## ALDENHAM PARISH COUNCIL

Minutes of the meeting of the **OPEN SPACES COMMITTEE** held at 7.30pm on Monday 11<sup>th</sup> November 2019, in The Radlett Centre, Radlett.

Present: Cllrs G Walton (Chair), C Kilhams, H Jones, A Rubinson & P De Skuba.

Officer: P Evans (Parish Council Manager), W McLean (Open Spaces Officer)

Cllr S Khawaja was not present and did not send apologies

### **25. Apologies for absence**

Apologies were received from Cllr D Wickham

### **26. Declarations of interest on any item on the Agenda.**

**a) Disclosable pecuniary** - none

**b) Other pecuniary or non-pecuniary interests.**

Cllr G Walton declared a non-pecuniary interest in agenda item 35 as he is an allotment holder.

Cllr H Jones declared a non-pecuniary interest in agenda item 33 as she is secretary of the Friends of Scrubbitts Wood group.

### **27. To adjourn the meeting for members of the public to address the Council (in accordance with Standing Order 3e)**

There were no members of the public present.

### **28. To approve and adopt the minutes of the meeting held on 29<sup>th</sup> July 2019.**

These minutes were signed as a true record by Cllr G Walton, and adopted by the Committee.

### **29. Chairman's Announcements.**

Cllr G Walton advised that he had spoken at length to the Radlett Trails Club, particularly in respect of their insurance policy.

### **30. To receive the Officer's Report (for information only).**

This had been previously circulated and is attached for reference purposes.

### **31. To receive Open Spaces Team Report (for information only).**

This has been previously circulated and is attached for reference purposes.

### **32. Finance**

#### **a) To review the latest financial statements**

These had been circulated prior to the meeting. The PCM explained the figures and clarified some questions before the report was noted.

#### **b) To set a provisional budget for 2020/21**

This was circulated prior to the meeting. Following clarification and discussion it was

***Resolved to forward the budget, attached to the report, to the F&GP Committee for consideration in January 2010.***



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### **c) To agree charges for 2020/21**

Allotment charges were agreed at the previous Open Spaces Committee meeting (Agenda item 20). The OS Officer explained that only commercial users are charged for the hire of the other APC open spaces based on the guidelines in the previously circulated report. It was ***Resolved to leave the agreement of hire charges for Open Spaces with the APC Office.***

### **33. To receive a report on the Scrubbitts Wood Management Plan**

A report had previously been circulated providing the background of the management plan for Scrubbitts Wood. Cllr H Jones explained in more detail the work of the Friends of Scrubbitts Wood (FOSW) and the committee discussed the use of the proposed noticeboards. It was then:

***Resolved to agree in principle to a noticeboard at the entrances at each end of the wood at a budget of £1,100 each for the years 2020/21 and 2021/22. The type and location of the noticeboards is to be agreed between APC and the FOSW.***

### **34. To receive tenders for 2019/20 tree works at Phillimore Recreation Ground and Fir Spring Wood**

A report on this item had been circulated prior to the meeting. The wide variance in the quotes was discussed and in view of the prominence of Phillimore Recreation Ground and the ongoing management of Fir Spring Wood it was agreed that a specialist woodland management company should complete the work.

A further matter was raised by the PCM regarding a subsidence claim received from an owner of a neighbouring property. This has been referred to APC's insurers and was discussed further at the meeting.

It was then

***Resolved:***

- a) For the Open Spaces team to complete the work they have identified they can undertake.***
- b) To appoint Urban Forestry to complete the remaining work (cost to be negotiated in conjunction with Agenda item 38).***
- c) That APC obtain an independent report in respect of the subsidence claim and, if the trees are taken down, obtains an indemnity against any future problems that arise as a consequence of the trees removal.***

### **35. Allotments**

**a) To consider an application for a polytunnel**

**b) To consider a request to create a wildflower meadow**

A report had been previously circulated and following discussion it was



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### **Resolved:**

- i. ***To agree to the 3 x 7.3m polytunnel on Plot 73.***
- ii. ***To agree to the creation of a wildflower meadow on a vacant plot agreed with APC, subject to the provision that it will be returned should there be a waiting list for allotments in the future.***

### **36. To consider the Radlett Bowls Club's request for permission to alter the use of the recently installed shed.**

A report including the Radlett Bowls Club's request outlining their proposal had been previously circulated. Following discussion it was

### **Resolved:**

***To agree to the request subject to:***

- a) ***All electrical work is to be certified (and copies provided to APC).***
- b) ***All costs incurred by APC, including increased insurance premium and electricity, are to be passed to Radlett Bowls Club.***
- c) ***A copy of the licence to sell alcohol is to be provided to APC.***

### **37. To agree the re-furbishment of Letchmore Heath Play area**

A report had been previously circulated. After discussion it was

### **Resolved:**

- a) ***To appoint Kompan Ltd to install the new play equipment at a budget of £10451.66.***
- b) ***To purchase 2 new benches and a new litter bin.***

### **38. To agree Fir Spring Wood Management Plan Year 2 work**

A report had been previously circulated. Following a discussion including the timing of the work it was

### **Resolved**

- a) ***To complete the Year 2 work (to remove the remainder of the invasive species) simultaneously with the tree works identified in the tree survey at a budget for the management work of £4,000.***
- b) ***That the surplus stackings be cut as logs for sale at the depot and chipped to use on paths in Fir Spring Wood and Scrubbitts Wood.***

### **39. To receive and update from Radlett Gardens Working Party**

A report had been previously circulated for information.

**Next meeting 10<sup>th</sup> February 2020 at 7.30pm.**

**There being no further business the meeting closed at 9.28pm**



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**Chairman** ..... **Date** .....